

## COMMUNICATIONS TECHNICIAN I/II

### Class Definition

Under supervision, installs, maintains, and repairs electronic communications equipment.

### Distinguishing Characteristics

Positions in these classes are flexibly staffed. Communications Technician I incumbents are expected to progress with appropriate training, experience and satisfactory performance to Communications Technician II, the journey level of the class series. These classes differ from Senior Communication Technician in that incumbents in the latter provide lead direction to subordinate technicians and perform the more complex telecommunications repair tasks.

### Typical Tasks

(This list is neither inclusive or exclusive. Consequently, this information may not reflect Essential Functions for this class.)

Installs, repairs and maintains portable and mobile radio receivers, transmitters, base stations, and microwave and multiplex transmission systems used in the City service.

Installs and maintains various types of electronic equipment such as scanning receivers, electronic sirens, radar equipment, sound reinforcement systems, video display terminals, telephone equipment, and assorted electronic equipment.

Installs and maintains antennas, transmission lines and related components on towers, poles, buildings and other structures.

Operates a variety of electronic test equipment.

Makes radio frequency emission inspections in accordance with Federal Communications Commission (FCC) regulations, and prepares various reports required by the FCC.

Maintains records including time cards, work orders, schematics and other related documents.

Assist new operators in the use of radio and telecommunications equipment.

Designs and fabricates simple electronic circuits.

Performs related duties as required.

Knowledge, Abilities, and Skills

(By the end of the probationary period, incumbents must demonstrate adequate knowledge, abilities, and skills to perform tasks at the journey level.)

Knowledge of the practices, methods, materials, and equipment used in installing, maintaining, repairing and testing various types of electronic equipment.

Knowledge of communications and electronic theory and its application to municipal communications systems.

Knowledge of pertinent Federal Communications Commission (FCC) rules and regulations, and requirements of FCC reports.

Ability to locate and repair defects in electronic telecommunications receiving and transmitting equipment.

Ability to read and understand plans, blueprints and schematics of electronics equipment, including radio, microwave, video, telephone and data.

Skill in the use of electronic telecommunications equipment.

Skill in the use of tools and testing devices used in servicing telecommunications equipment, such as frequency meters, modulation meters, oscilloscopes, power meters, and analog and digital multi-meters.

Minimum Qualifications

Communications Technician I:

Completion within the last five years of 24 semester units of electronics or closely related course work from an accredited college, university, or training program. One year of journey level experience in the maintenance and repair of radio and/or telecommunications transmitting and receiving equipment within the last five years may be substituted for the required course work.

Communications Technician II:

One year of experience equivalent to that gained as a Communications Technician I with the City of Fresno.

*Necessary Special Requirements*

Possession of a valid California Drivers License at time of appointment.

Recruitment may be limited to a specific area of expertise as required by operational needs. The specific areas of expertise are listed below:

1. Telecommunications
2. Radio systems

APPROVED: \_\_\_\_\_  
Director

DATE: \_\_\_\_\_

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